



AGENDA

HOUSING AND COMMUNITY DEVELOPMENT COMMISSION (HCDC) SPECIAL MEETING

WEDNESDAY, JUNE 22, 2022
6:00 P.M

Tara Beasley-Stansberry, Chair
S. Bre Jackson, Vice-Chair
Jared Bunde
Ylonda Calloway
Cassandra James
Christina Long
Antoinisha Waddell

**Members of the public will be able to participate in person or remotely via Zoom.
City Hall and the Council Chambers will be open to members of the public
30 minutes prior to the start of the meeting.**

IMPORTANT NOTICE REGARDING THE JUNE 22, 2022 HCDC MEETING

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Housing and Community Development Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the Presiding Officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Secretary of the Commission prior to the consideration of the item.

Members of the public have the right to speak on any item on this agenda. Those wishing to address the Housing and Community Development Commission on an Action Calendar item are limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.

PUBLIC COMMENT: Members of the Public may provide public comments during the Housing and Community Development Commission. Hybrid options are available for members of the public to participate.

- In person
- Via Zoom (<https://ZoomRegular.Cityofvallejo.net>)
- Via phone, by dialing (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to digitally raise your hand from the phone

In-person speakers will be recognized first. For additional instructions on how to speak remotely during public comment, please visit www.cityofvallejo.net/publiccomment.

VIEW THE MEETING: There are four different ways you can view this public meeting:

- In person
- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Housing and Community Development Commission, will be available for public inspection at the Housing and Community Development Division, 200 Georgia Street, Vallejo, CA 94590 at the same time that the public records are distributed or made available to the Housing and Community Development Commission. Such documents may also be available on the City of Vallejo website subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4507, TDD (800) 735-2929.

ADDITIONAL CITY INFORMATION

Members of the public can:

Like us on Facebook and Instagram ([@cityofvallejo](https://www.facebook.com/cityofvallejo))

LinkedIn: [LinkedIn.com/company/city-of-vallejo](https://www.linkedin.com/company/city-of-vallejo)

Sign up to receive City Communications via e-mail (www.cityofvallejo.net/subscribe)

Sign up for emergency alerts at: [alertsolano.com](https://www.cityofvallejo.net/alertsolano)



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at dawn.abrahamson@cityofvallejo.net. Notification at least 48 hours prior to a meeting will enable the City to make reasonable arrangements to ensure accessibility to that meeting. [28 CFR.35.102.35.104 ADA Title II]. The Vallejo Housing and Community Development Division may be contacted as follows: Tel: (707) 648-4507, Fax: (707) 648-5249, or e-mail: chari.barrera@cityofvallejo.net. The hearing impaired may call the California Relay Service at (800) 735-2922 without a TTY/TDD, or (800) 735-2929 with a TTY/TDD.

AGENDA

City of Vallejo Housing and Community Development Commission

June 22, 2022

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PRESENTATIONS
5. APPROVAL OF MINUTES
6. WRITTEN COMMUNICATIONS
7. REPORT OF THE SECRETARY
8. REPORT OF THE CHAIR AND MEMBERS OF THE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION, AND LIAISON REPORT

A. Report of the Chair and Members of the Housing and Community Development Commission

B. Report of City Council Liaison to the Housing and Community Development Commission

9. COMMUNITY FORUM

The Community Forum is an opportunity for residents to discuss items not on the agenda that are within the purview of the Commission. The Commission may not discuss or act on these items but may require they be placed on a future agenda. If an item is not within the purview of the Commission, the person may be referred to the appropriate party. Members of the public wishing to address the Commission on Action Calendar items may do so by submitting a completed speaker's card to the Secretary or via teleconference. Each speaker participating under the Community Forum shall be limited to a maximum of three minutes pursuant to Vallejo Municipal Code Section 2.02.300.

Any interested members of the public desiring to communicate with the Commission as part of the Community Forum may do so via:

- In person
- Zoom: (<https://ZoomRegular.Cityofvallejo.net>),
- Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.

In-person speakers will be recognized first. For additional instructions on how to speak during public comment, please visit www.cityofvallejo.net/publiccomment.

10. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

Members of the public wishing to address the Commission on Consent Calendar items may do so by submitting a completed speaker's card to the Secretary or via teleconference. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310. Request for removal of Consent Items received from the public are

AGENDA

City of Vallejo Housing and Community Development Commission

June 22, 2022

subject to approval by a majority vote of the commission. Items removed from the Consent Calendar will be heard immediately after approval of the Consent Calendar and the Agenda.

Any interested members of the public desiring to communicate with the Commission as part of this item may do so via:

- In person
- Zoom: (<https://ZoomRegular.Cityofvallejo.net>),
- Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.

In-person speakers will be recognized first. For additional instructions on how to speak during public comment, please visit www.cityofvallejo.net/publiccomment.

11. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

12. ACTION CALENDAR

Members of the public wishing to address the Commission on Action Calendar items may do so by submitting a completed speaker's card to the Secretary or via teleconference. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.

Any interested members of the public desiring to communicate with the Commission as part of this item may do so via:

- In person
- Zoom: (<https://ZoomRegular.Cityofvallejo.net>),
- Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.

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A. Revisions to Administrative Plan of the Vallejo Housing Authority

For more information, a staff report is enclosed with the agenda.

Recommendation: Recommend that the Vallejo Housing Authority (VHA) Board approve proposed changes to the VHA's Administrative Plan.

13. ADJOURNMENT

AFFIDAVIT OF POSTING

I, Chari Barrera, Housing and Community Development Commission Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Housing and Community Development Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p. m. on June 21, 2022.

Dated

June 21, 2022

Chari Barrera, Secretary

Chari Barrera



DATE: June 22, 2022

TO: Chair and Commissioners
Housing and Community Development Commission

FROM: Gillian Hayes, Assistant City Manager

SUBJECT: REVISIONS TO THE ADMINISTRATIVE PLAN OF THE VALLEJO HOUSING AUTHORITY

RECOMMENDATION

Recommend that the Vallejo Housing Authority (VHA) Board approve the proposed changes to the VHA's Administrative Plan.

REASONS FOR RECOMMENDATION

The City of Vallejo has dedicated project-based vouchers to site specific units which include supportive services for persons experiencing homelessness. To ensure compliance with U. S. Department of Housing and Urban Development regulations, staff has updated the VHA Administrative Plan to include policies regarding the waiting list for persons experiencing homelessness. (Pages 4-10 and 17-25 of Attachment 1)

Additionally, under the Administrative Plan's Housing Quality Standards section, language has been included to add clarification for sanitary conditions for subsidized rental units. (Pages 8-7 through 8-9 and 8-14 of Attachment 1)

The Housing and Community Development Commission shall review and make recommendations to changes presented by staff before the VHA Board takes action (Vallejo Municipal Code Section 2.46.060). Any revision to the Administrative Plan must be formally adopted by the VHA Board (24 CFR Section 982.54).

BACKGROUND AND DISCUSSION

The U.S. Department of Housing and Urban Development (HUD) provides guidance on the way the federally funded Housing Choice Voucher program must be administered in the form of federal regulations. Some of these regulations allow Housing Authorities to establish their own policies in order to better work within local market conditions. Where Housing Authorities have this flexibility, HUD requires them to maintain an Administrative Plan that details how these policies will be addressed.

The VHA has recently focused efforts on reducing homelessness by allocating project-based vouchers to multifamily housing units. This ensures more affordable housing with supportive services and increases the utilization of the Housing Choice Voucher (HCV) Program. Staff is proposing to add language to the Administrative Plan that would provide guidance on the waiting list selection plan for persons and families experiencing homelessness to qualify for the project-based units.

There are two other additions: *8-I.G. Pest Management*, and *8-I.H Mold-Like Substances*. These additions expound upon sanitary conditions for all tenant-based and project-based subsidized dwelling units and possible solutions for remediation should they not meet HUD's Housing Quality Standards. The changes do not affect the current practices as it relates to the services provided to HCV Program participants.

Other edits have been included to update HUD Public and Indian Housing Notice numbers (Pages 7-5 and 8-18 of Attachment 1), and more consistent formatting which are cosmetic in nature only.

FISCAL IMPACT

There would be no fiscal impact to the City of Vallejo's General Fund as the HCV program is federally funded.

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENTS

1. Draft of proposed changes to the VHA's Administrative Plan

CONTACT

Shenessa Williams, Housing Specialist Supervisor, (707) 649-7714, Shenessa.Williams@cityofvallejo.net
Jason Goltiao, Administrative Analyst I, (707) 649-5417, Jason.Goltiao@cityofvallejo.net

A family who claims to be homeless in Vallejo must provide verification of services received in Vallejo or any other business documentation that ties that person to Vallejo. Handwritten letters from friends, relatives or other private individuals will not be acceptable as proof of residence.

As permitted by HUD (see Section 4-II.C. of this Chapter), the VHA may choose to open its waiting list for categories of families that meet particular preferences. The VHA retains the right to open its waiting list for any length of time only to applicants who meet the Local Resident preference.

~~Lease in place~~Lease In Place

Families who qualify for the local resident preference and will be living in a unit where the landlord/ property owner will be willing to accept the HCV program.

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The unit must be within the Vallejo City limits. The unit may not be owned by the applicant family nor any of their relatives as defined as: parents, siblings, grandparents of any member of the applicant family members as stated in 24 CFR 982.306(d). This must not be a sub-lease. (15 points)

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Families qualifying for this preference MUST provide the following verification:

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-Lease agreement between the applicant family and the landlord or owner

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-Minimum of ~~3~~three months of utility bills in the name of the applicant family

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-Certification from the landlord or property owner that they are willing to participant in the Housing Choice Voucher program with the current applicant family

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Project Based Units for Homeless

A preference will be given to families who are homeless for units designated for homeless families under a project-based housing assistance payments contract. This homeless preference does not apply to the tenant-based waiting list. A homeless family is one that meets the HUD definition of homeless under 24 CFR 91.5. (10 points)

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75 percent of the families admitted to the HCV program during the VHA's fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher. To ensure this requirement is met, a VHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low-income families admitted to the program who are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary

The VHA will identify participants whose identity verification has failed by reviewing EIV's *Identity Verification Report* on a monthly basis.

The VHA will attempt to resolve PIC/SSA discrepancies by obtaining appropriate documentation from the participant. When the VHA determines that discrepancies exist due to VHA errors such as spelling errors or incorrect birth dates, the errors will be corrected promptly.

Upfront Income Verification Using Non-HUD Systems

In addition to mandatory use of the EIV system, HUD encourages Housing Authorities to utilize other upfront verification sources.

The VHA will inform all applicants and participants of its use of the following UIV resources during the admission and reexamination process:

- HUD's EIV system
- The Work Number (an automated verification system)

7-I.D. THIRD-PARTY WRITTEN AND ORAL VERIFICATION

HUD's current verification hierarchy defines two types of written third-party verification. The more preferable form, "written third-party verification," consists of an original document generated by a third-party source, which may be received directly from a third-party source or provided to the VHA by the family. If written third-party verification is not available, the VHA must attempt to obtain a "written third-party verification form." This is a standardized form used to collect information from a third party.

Written Third-Party Verification [Notice PIH 2014-198]

Written third-party verification documents must be original and authentic and may be supplied by the family or received from a third-party source.

- Examples of acceptable tenant-provided documents include, but are not limited to: pay stubs, payroll summary reports, employer notice or letters of hire and termination, SSA benefit verification letters, bank statements, child support payment stubs, welfare benefit letters and/or printouts, and unemployment monetary benefit notices.
- The VHA is required to obtain, at minimum, two current and consecutive pay stubs for determining annual income from wages.
- The VHA may reject documentation provided by the family if the document is not an original, if the document appears to be forged, or if the document is altered, mutilated, or illegible.

Third-party documents provided by the family must be dated within 60 days of the VHA request date. If the VHA determines that third-party documents provided by the family are not acceptable, the VHA will explain the reason to the family and request additional documentation.

As verification of earned income, the VHA will require the family to provide at least two current, consecutive pay stubs. If additional pay stubs are submitted, the VHA will utilize up to

and 35.1330]. If the owner does not complete the “hazard reduction” as required, the dwelling unit is in violation of HQS and the VHA may take action in accordance with Section 8-II.G.

VHA reporting requirements, and data collection and record keeping responsibilities related to children with an environmental intervention blood lead level are discussed in Chapter 16.

8-I.F. VIOLATION OF HQS SPACE STANDARDS [24 CFR 982.401, 24 CFR 982.403]

A dwelling unit must:

- Provide adequate space and security for the family
- Have at least one bedroom or living/sleeping room for each two persons

A unit that does not meet these HQS space standards is defined as *overcrowded*.

A living room may be used as sleeping (bedroom) space, but no more than two persons may occupy the space [HCV GB p. 10-6]. A bedroom or living/sleeping room must have at least:

- One window
- Two electrical outlets in proper operating condition (permanent overhead or ~~wall-mounted~~ wall-mounted light fixtures may count as one of the required electrical outlets)

If the VHA determines that a unit is overcrowded because of an increase in family size or a change in family composition, the VHA must issue the family a new voucher, and the family and VHA must try to find an acceptable unit as soon as possible. If an acceptable unit is available for rental by the family, the VHA must terminate the HAP contract in accordance with its terms.

8-I.G. PEST MANAGEMENT NOTICE [PHI 2007-12 (HA) AND 24 CFR 903.7 (e)(2)]

HUD’s and VHA’s acceptability criteria that is a key aspect of housing quality is the sanitary condition of the unit. Housing and facilities must be free of insects, rodents, and other vermin. 20CFR 654.415. It is best to have a highly trained professional conduct an inspection if pests have been reported. The VHA can ~~ete~~ issue a citation if evidence of pests have been observed.

The presence of insects, rodents, and other vermin should be remediated through pest control efforts (this can be any commercial pest control service or a specially designated employee) by property management with the least possible hazard to people, property, and the environment.

~~Owner~~The landlord should establish an ongoing monitoring and record keeping system for regular assessment of pests. Determining, with involvement of residents, action thresholds at which pest populations warrant action.

1. Improving sanitation, waste management, mechanical pest management methods, and/or natural control agents that have been carefully selected as appropriate in light of allergies or cultural preferences of staff or residents.

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2. Monitoring and maintaining structures and grounds (e.g., sealing cracks, eliminating intrusion) and adding physical barriers to pest entry and movement.
3. Ensuring that leases reflect residents' responsibilities for: (a) proper housekeeping, (b) reporting presence of pests, and (c) enforcing lease provisions regarding resident responsibilities such as housekeeping, sanitation, and trash removal and storage.

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8-I.H. MOLD-LIKE SUBSTANCES OBSERVED VISUALLY

DEFINITION: A "mold-like substance" can include regular or irregular patches or spots on surfaces that may be colored differently than the surface (coloration can be white, green, yellow, gray, brown, or black), and can be raised from the surface. A "mold-like substance" can appear "fuzzy" or "cottony" and a musty or earthy odor can be associated with it. "Mold-like substance" would also include what is often identified as "mildew," i.e., small patches, generally on non-porous surfaces, and dusty (friable) when dry; mildew is generally a thin surface growth that can be wiped off easily.

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RATIONALE: Presence of a mold-like substance at even very low levels may be an indicator of conditions that may in turn lead to conditions that affect indoor air quality that may negatively impact respiratory health, including triggering asthma events. Higher levels of mold-like substance may be indicative of conditions that may negatively impact structural conditions of the building, such as leaks or ventilation, that would require repair in order to appropriately remediate the mold-like substance.

Deficiency Criteria: Patches or spots. Odor is an indicator, but not a diagnostic; if a musty odor is detected, visual confirmation of "mold-like substance" is required. Odor may be indicated in a "notes" field of the inspection report. The location of mold-like substances includes areas where there could be potential water intrusion or captive moisture: e.g., walls, floors, ceilings, bathrooms, kitchens, bedrooms, closets, basements, laundry rooms, any other area that wood, drywall, and moisture are present. This deficiency is not recorded if observed on household items (e.g., clothing, upholstery, food).

Corrective Maintenance: It is reasonable to expect a tenant to report this deficiency, and for facilities management the landlord to prioritize a work order response to fix that deficiency. A resident is likely to notice a mold-like substance and recognize it is important enough to report it to property management. Property managementThe landlord should be expected to prioritize a work order for this condition and its presence may imply there are areas of opportunity to improve corrective maintenance practices. It is reasonable to expect that this deficiency would be identified through routine daily observations and facilities management would prioritize work orders to fix this deficiency. Facilities management and staff are likely to notice a moldlike substance during their regular, routine activities and its importance is likely to be recognized by facilities management and staff. Property management should be expected to prioritize a work order for this condition and its presence may imply there are areas of opportunity to improve routine maintenance practices.

~~HEALTH AND SAFETY DETERMINATION:~~ Deficiencies critical to habitability but not presenting a substantive health or safety risk to the resident have a correction timeframe up to 30 days. A written extension may be requested by the ~~owner~~landlord and reviewed by VHA for approval.

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abated in accordance with VHA policy (see 8-II.G.). Likewise, in the case of family caused deficiencies, the notice will inform the family that if corrections are not made within the specified time frame

(or any VHA-approved extension, if applicable) the family's assistance may be terminated in accordance with VHA policy (see Chapter 12).

Extensions

For conditions that are life-threatening, the VHA cannot grant an extension to the ~~24-hour~~ 24-hour corrective action period. For conditions that are not life-threatening, the VHA may grant an exception to the required time frames for correcting the violation, if the VHA determines that an extension is appropriate [24 CFR 982.404].

Extensions will be granted in cases where the VHA has determined that the owner has made a good faith effort to correct the deficiencies and is unable to for reasons beyond the owner's control. Reasons may include, but are not limited to:

- A repair cannot be completed because required parts or services are not available. □ A repair cannot be completed because of weather conditions.
- A reasonable accommodation is needed because the family includes a person with disabilities.

The length of the extension will be determined on a ~~case-by-case~~ case-by-case basis, but typically will not exceed 60 days, except in the case of delays caused by weather conditions. In the case of weather conditions, extensions may be continued until the weather has improved sufficiently to make repairs possible. The necessary repairs must be made within 15 calendar ~~days, once~~ days once the weather conditions have subsided.

Verbal requests for extensions will not be accepted. Requests for extensions must be in writing and must be received by VHA no less than 5 days before the due date.

Reinspections

At the VHA's discretion, the VHA may conduct a physical reinspection immediately following the end of the corrective period, or any VHA approved extension, or receive confirmation that the repairs have been completed via phone, fax, written certification, or drive-by inspection, if the corrections are visible from public property.

If the VHA has determined from an annual or ~~interim~~ special inspection that the unit did not meet the HQS requirements due to non-life threatening items, the VHA may allow the unit to pass upon verification that the HQS deficiency has been corrected. A re-inspection is not necessary if the VHA can obtain verification through other means – including photos, receipts, invoices, work orders, or ~~owner~~ landlord/tenant self-certifications. In the case of initial inspections, the VHA is required to and will conduct a follow-up inspection if the unit does not pass HQS.

Commented [SW1]: Addition to reinspection criteria

Physical reinspections will typically be done if the landlord has a history of non-compliance, or if the same deficiency was noted on the previous inspection. The family and owner will be given reasonable notice of the reinspection appointment. If the deficiencies have not been corrected by the time of the reinspection, the VHA will send a notice of abatement to the owner, or in the

Note: Notice PIH 2014-20-4619, issued August 17, 2014, provides further guidance on the issue of what constitutes an assisted unit.

Rents Charged for Other Units on the Premises

The Request for Tenancy Approval (HUD-52517) requires owners to provide information, on the form itself, about the rent charged for other unassisted comparable units on the premises if the premises include more than 4 units.

By accepting the VHA payment each month the owner certifies that the rent is not more than the rent charged for comparable unassisted units on the premises. If asked to do so, the owner must give the VHA information regarding rents charged for other units on the premises.

8-III.D . VHA RENT REASONABLENESS METHODOLOGY

How Market Data Is Collected

The VHA contracts with GoSection8.com to collect and maintain data on market rents in the VHA's jurisdiction. Information sources include newspapers, realtors, market surveys, inquiries of owners and other available sources. The data will be maintained by bedroom size and market areas. Market areas may be defined by zip codes, census tract, neighborhood, and identifiable natural or man-made boundaries.

How Rents Are Determined

The rent for a unit proposed for HCV assistance will be compared to the rent charged for comparable units in the same market area. The VHA will develop a range of prices for comparable units by bedroom size within defined market areas. Units proposed for HCV assistance will be compared to the units within this rent range. Because units may be similar, but not exactly like the unit proposed for HCV assistance, the VHA may make adjustments to the range of prices to account for these differences.

The adjustment must reflect the local market. Not all differences in units require adjustments (e.g., the presence or absence of a garbage disposal may not affect the rent in some market areas). Adjustments may vary by unit type (e.g., a second bathroom may be more valuable in a three-bedroom unit than in a two-bedroom).

When a comparable project offers rent concessions (e.g., first month rent-free, or reduced rent) reported monthly rents will be adjusted accordingly. For example, if a comparable project reports rents of \$500/month but new tenants receive the first month's rent free, the actual rent for the unit would be calculated as follows: $\$500 \times 11 \text{ months} = 5500 / 12 \text{ months} = \text{actual monthly rent of } \488 .

The VHA will notify the owner of the rent the VHA can approve based upon its analysis of rents for comparable units. The owner may submit information about other comparable units in the market area. The VHA will confirm the accuracy of the information provided and consider this additional information when making rent determinations. The owner must submit any additional information within 5 business days of the VHA's request for information or the owner's request to submit information.

17-VI.C. ORGANIZATION OF THE WAITING LIST [24 CFR 983.251(c)]

The VHA may establish a separate waiting list for PBV units or it may use the same waiting list for both tenant-based and PBV assistance. The VHA may also merge the PBV waiting list with a waiting list for other assisted housing programs offered by the VHA. If the VHA chooses to offer a separate waiting list for PBV assistance, the VHA must offer to place applicants who are listed on the tenant-based waiting list on the waiting list for PBV assistance.

If a VHA decides to establish a separate PBV waiting list, the VHA may use a single waiting list for the VHA's whole PBV program, or it may establish separate waiting lists for PBV units in particular projects or buildings or for sets of such units.

The VHA will establish and manage separate waiting lists for individual projects or buildings that are receiving PBV assistance.

For individual projects or buildings that receive supportive services for ~~the disabled~~ families with disabilities, applicants meeting that definition will receive priority on the waiting list over applicants who do not.

In addition to the waitlist preferences for VHA's tenant-based vouchers, a preference will be given to families who are homeless for units designated for homeless families under a project-based housing assistance payments contract. A homeless family is one that meets the HUD definition of homeless under 24 CFR 91.5.

17-VI.D. SELECTION FROM THE WAITING LIST [24 CFR 983.251(c)]

Applicants who will occupy units with PBV assistance must be selected from the VHA's waiting list. The VHA may establish selection criteria or preferences for occupancy of particular PBV units. The VHA may place families referred by the PBV owner on its PBV waiting list.

Income Targeting [24 CFR 983.251(c)(6)]

At least 75 percent of the families admitted to the VHA's tenant-based and project-based voucher programs during the VHA fiscal year from the waiting list must be extremely-low income families. The income targeting requirement applies to the total of admissions to both programs.

Units with Accessibility Features [24 CFR 983.251(c)(7)]

When selecting families to occupy PBV units that have special accessibility features for persons with disabilities, the VHA must first refer families who require such features to the owner.

Preferences [24 CFR 983.251(d), FR Notice 11/24/08]

The VHA may use the same selection preferences that are used for the tenant-based voucher program, establish selection criteria or preferences for the PBV program as a whole, or for occupancy of particular PBV developments or units. The VHA must provide an absolute selection preference for eligible in-place families as described in Section 17-VI.B. above.

The VHA may establish a selection preference for families who qualify for voluntary services, including disability-specific services, offered in conjunction with assisted units, provided that